



INDIANA UNIVERSITY

Office of Research Compliance (ORC)

Institutional Animal Care and Use Committee (IACUC)

Record Requirements - Animals Covered by the Animal Welfare Act (USDA Species)

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Effective Date: 2.2015
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Responsible University Office:
Office of Research Compliance IACUC Office(s)

Responsible University Administrator:
Vice President for Research

Policy Contacts:
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Scope

This policy applies to all Indiana University faculty, staff, and students involved in teaching, exhibition, or experimental manipulation of USDA-covered animals under an IACUC-approved protocol. Rodents covered by the Animal Welfare Act (AWA) (such as *Peromyscus* spp.) are also included in this policy.

Policy Statement

A cage card should be present on the cage/pen to account for every animal. Cage cards are created by the Laboratory Animal Resource Center when an animal arrives at the facility. At a minimum, the card should include the protocol number, PI's name, age and/or arrival date, vendor or source, sex, species, and strain/breed with any relevant genotypic information. In addition, an Animal Health Record must be kept for each animal describing all procedures (veterinary and experimental), substances given, and animal examinations and observations. These procedures include, but are not limited to:

- Clinical information, such as the animal's behavior, physical exams, and observed abnormalities, illnesses, or injuries
- Physical examinations
- Vendor information
- Immunizations
- Anesthesia administration
- Analgesic administration
- Other drug administration
- Blood withdrawal
- Surgery
- Experimental manipulation
- Post-procedural health checks
- Euthanasia

- Necropsy or post-mortem findings (if applicable)

Information in the Animal Health Record entry should include the date, a brief description of the procedure or observation, and name or initials of the originator of the entry. All entries in the Animal Health Record must be legible and written in ink.

In keeping with current procedures in the LARC, the Current Daily Animal Records, Monitoring Chart, and Animal Health Records are maintained in the room binder, located at the door to the animal holding room. The permanent Animal Record folder for each animal containing vendor information, USDA paperwork, acclimation records, pertinent weights, and older health information (if applicable), is also maintained in LARC. All records are maintained for at least three years after the expiration of the protocol on which the animal was maintained.

Reason for Policy

The AWA, the Guide, and the PHS policy require that accurate records are created and maintained to document animal identification, veterinary care, and research procedures performed on animals. This information must be readily available in sufficient detail to allow the veterinary staff, husbandry personnel, and research staff to evaluate an animal's condition in light of experimental use, to document that required assessments or treatments were actually performed, and to assess suitability for continued or future research use of the animal. Providing this information on the Animal Health Record supports rapid and valid assessment of the animal.

References

Guide for the Care and Use of Laboratory Animals, Eighth Edition. Institute for Laboratory Animal Research, Division on Earth and Life Studies, National Research Council. 2011. National Academies Press. (Guide)

Public Health Service Policy on Humane Care and Use of Laboratory Animals. NIH, Office of Laboratory Animal Welfare. 2011. <http://grants.nih.gov/grants/olaw/references/phspol.htm> (PHS)

Animal Welfare Act as Amended (7 USC, 2131-2159) Government Printing Office. Animal Welfare Regulations Code of Federal Regulations, Title 9, Chapter 1, Subchapter A - Animal Welfare.
http://awic.nal.usda.gov/nal_display/index.php?info_center=3&tax_level=3&tax_subject=182&topic_id=1118&level3_id=6735&level4_id=0&level5_id=0&placement_default=0. (AWA)

American Veterinary Medical Association Guidelines for Euthanasia. 2007
http://www.avma.org/issues/animal_welfare/euthanasia.pdf (AVMA)

USDA Animal Care Policies. 2007. Available at http://www.aphis.usda.gov/animal_welfare/policy.shtml (USDA)
Guide for the Care and Use of Agricultural Animals in Research and Teaching, Third Edition. Federation of Animal Science Societies, 2010.

Medical Records for Animals Used in Research, Teaching, and Testing: Public Statement from the American College of Laboratory animal medicine. ACLAM Medical records committee: K Field, M Bailey, LL Foresman, RL Harris, SL Motzel, RA Rockar, G Ruble, MA Suckow. ILAR. 2007. 48(1):37-41.

ACLAM Position Statement on Adequate Veterinary Care